



## BOX PARISH COUNCIL

### MINUTES OF A MEETING OF THE CEMETERY MANAGEMENT COMMITTEE HELD BY ON 9<sup>th</sup> MAY 2022

- 1. Present:** Councillors: A. Woollard (Chairman); A. Barton; R. Campbell;  
J. Clifford; H. Parker; T. Walton  
Mrs Carey (Clerk)
- 2. Apologies:** Cllrs S. Parker; R. Smith
- 3. Absent:** Nil
- 4. Public Question Time:** There were no members of the public present
- 5. Actions:** See Appendix to the Minutes
- 6. Minutes:** The Minutes of the Meeting held 7<sup>th</sup> March 2022 were taken as read and was signed as being a true record subject to a small amendment to 8(d)
- 7. Matters Arising from the Minutes.**
  - a. Lodge Maintenance:**  
**Replacement windows:** It was agreed to obtain quotations for the work to enable money to be built up in the budget. Cllr Walton will take photographs of the windows to help with the quotations.
  - b. Chapel and Lodge roof:** Continue to monitor
  - c. Hobbs Memorial:** This requires cleaning
  - d. War Memorial:** Regularly monitor the condition of the memorial.
  - e. Trees:** Quotations being obtained for a tree survey to be carried out.
  - g. Survey of top field:** The Clerk had written to five companies to obtain quotations for the survey but only one, Tigergeo, had replied despite reminders. A representative had visited and looked at the top field in detail and a quotation received for a ground penetrating radar survey at up to 3m traverse spacing, including orthogonal traverses as required and a full topographical surface model in the sum of £1960 + vat  
It is **recommended** that the quotation be accepted. There is sufficient money in the budget for this.
  - f. Hedges:** Money will be built up in the budget to enable the Committee to look at this again at a later date
  - h. Broken railing by the gates:** It was reported that there is a broken railing by the gates. Clerk pursuing this with Arthur Cole and also looking at the stays for the gates.
  - i. Heating for the Book of Remembrance in the Chapel ante room:** A small semi-conductor heater had been fitted to the inside of the cabinet which will keep the Book at a constant temperature. This has enabled the electric heaters to be switched off thus saving on electricity costs.
  - m. Pots by the Chapel:** All the plants had been removed from the pots. Waiting for quotes from J.H. Jones for replacing with various grasses
  - n. Plastic pots and cellophane:** A new bin had been put in for the collection of plastic waste.

## **8. Items for discussion:**

- a. **Levelling of graves:** There is still no post put in by the Green burial sites. This is needed for reference for future graves. Clerk to remind J.H. Jones. When the post has been put in the three green burial plots will need levelling. Clerk to write to the next of kin advising them that this will be done.

Clerk to discuss the levelling of other graves with Tony Jones.

It was stated that there are a lot of artificial flowers and the plastic is blowing around the Cemetery. This is not in keeping with the Climate Strategy Action Plan and it was agreed to look at the rules and discuss further at the next meeting.

## **9. Climate Strategy Action Plan – SMART objectives:**

The suggestions to carry forward are:

- **Planting of a hawthorn hedge in front of the fence:** look at with next year's budget – grants could be obtained for this
- **Privet hedges beside the track;** There are gaps in the hedges which need filling in
- It was felt that there were lots of planting opportunities in the Cemetery which would need to be discussed with next year's budget
- It was agreed to plant flowers along the bank under the front wall. It would need to be planned when to do this. Clerk to ask the contractors not to deal with the bank at the present time but to wait for the warmer weather
- Creation of a wildflower area along the bottom part of the old Cemetery in front of the stream
- Use of composting area – It was agreed to ask the contractors to put the leaves in the composting area and discuss use of green waste with them

## **10. Health and Safety Issues:**

- **Safety of headstones:** Cllrs Woollard, R. Campbell and H. Parker to carry out a further check of the headstones.

- 11. Correspondence:** There had been further correspondence regarding the application for a cremated remains tablet for Catherine Margaret Oakes on grave NG12. It had been requested that this be positioned in the grass in front of the kerbed grave. It had previously been agreed that the tablet must be on the grave itself. This was discussed again and the previous decision was confirmed. The Clerk explained that the matter of the headstone had been discussed with the applicant prior to the interment and he had been told that either the inscription on the existing tablet be altered or a small inscribed flower container be put on the grave. A further letter will be sent.

## **12. Items of report and future Agenda items:**

- The headstone on the "Sawyer" grave near the Secret Garden has fallen over. Clerk to ask James Long to reset this
- Clerk to ask Tony Jones to water the new trees at the top part of the Cemetery
- Spoil is being dumped by the track at the ha ha which looks untidy. Clerk to ask Tony Jones to remove this
- It would appear that the tenant in the field has put some stones down for easier access. It was suggested that gravel should be put down. Clerk to ask the tenant if she needs the shed that had been put up. If not this will be removed
- The old tree guards and mats need taking away.
- A coppiced hazel stool has blown down onto the barbed wire. Clerk to ask Tony Jones to remove this.
- The memorial Cherry tree below the hedge at the top of the Cemetery has a tree guard that needs removing
- Forward Plan - it was agreed to look at the Secret Garden and how this could be improved.

## **13. Date of next meeting:** tba